



Diagnostic Accreditation Program

ACCREDITATION STANDARDS

Medical Director

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Introduction

The title “medical director” is the term defined by the DAP as the individual appointed by the governing body with the accountability for ensuring the service’s compliance with DAP standards, DAP policies, DAP accreditation agreements, CPSBC Bylaws, and CPSBC practice standards. The medical director may have a different title and additional responsibilities as defined by their governing body.

The medical director provides clinical governance to ensure the safety and quality of patient care.

The medical director has credentials, as approved by the DAP Committee. The medical director’s role may be supported by qualified medical leaders and appointed delegates that provide modality-specific expertise.

Medical director

No.	Description	Risk	Reference	Change
MDIR1.0	MEDICAL DIRECTOR QUALIFICATIONS			New
MDIR1.1	The physician appointed as medical director is qualified to fulfill their clinical governance responsibilities.			New
MDIR1.1.1	M The medical director is a registrant of the College of Physicians and Surgeons of BC.	H	CPSBC-BYLAWS	New
MDIR1.1.2	M The medical director has credentials, as approved by the DAP Committee. <i>Guidance: Credentials may include, but are not limited to, skills, education, experience, registration class, speciality and practice conditions.</i>	H	CPSBC-BYLAWS	New
MDIR1.1.3	M The medical director must reside in British Columbia.	H		New
MDIR2.0	MEDICAL DIRECTOR RESPONSIBILITIES			New
MDIR2.1	Medical director is accountable and responsible for the service.			New
MDIR2.1.1	M The medical director is accountable and responsible for ensuring the service's compliance with DAP standards, DAP policies, DAP accreditation agreements, CPSBC Bylaws, and CPSBC practice standards.	H		New
MDIR2.1.2	M The medical director is accountable and responsible for the clinical operations of the service.	H		New
MDIR2.1.3	M The clinical governance duties and responsibilities of the medical director are defined and documented.	M	ISO-15189	New
MDIR2.1.4	B The medical director is accountable and responsible for demonstrating and promoting a patient safety culture.			New
MDIR2.1.5	B The medical director is accountable and responsible for assessing and managing clinical risk through the organization's risk management framework.			New
MDIR2.1.6	B The medical director is accountable and responsible for the review, investigation and reporting, as required, of patient safety incidents and near misses.			New

No.	Description	Risk	Reference	Change
MDIR2.1.7	B The medical director is accountable and responsible for the review, investigation and resolution of all complaints regarding the quality and safety of patient care delivery.			New
MDIR2.1.8	B The medical director is accountable and responsible for evaluating, monitoring and continually improving the facility's quality of services.			New
MDIR2.2	The medical director is accountable and responsible for the clinical oversight of medical staff.			New
MDIR2.2.1	M The medical director is accountable and responsible for continuously monitoring the professional performance of medical staff through a medical peer review process. <i>Guidance: See the quality improvement standards for additional guidance regarding medical peer review programs.</i>	H		New
MDIR2.2.2	M The medical director is accountable and responsible for ensuring that medical leaders have the qualifications and skills necessary to provide supervision to their assigned area(s) of responsibility. <i>Guidance: The medical director works in collaborate with the governing body to appoint medical leaders.</i>	H		New
MDIR2.3	The medical director is accountable and responsible for clinical oversight of the service.			New
MDIR2.3.1	M The medical director is accountable and responsible for authorizing and implementing standardized reporting templates.	M		New
MDIR2.3.2	B The medical director is accountable and responsible for authorizing and implementing standardized interpretive comments.			New
MDIR2.3.3	M The medical director is accountable and responsible for authorizing and implementing technical/medical/clinical policies, protocols and procedures related to the service.	M		New
MDIR2.3.4	M The medical director is accountable and responsible for continuously monitoring the performance of the service and technical staff through quality improvement activities.	M		New

No.	Description	Risk	Reference	Change
MDIR2.3.5	M The medical director is accountable and responsible for authorizing the scope of services and emergency response plans for 'remote/rural' facilities, which are facilities with limited onsite oversight by the medical director, medical leaders and or technical leaders.	M		New
MDIR2.4	The medical director conducts safety and quality audits.			New
MDIR2.4.1	M Prior to assuming medical director responsibilities of a new service, the medical director conducts an initial on-site safety and quality audit of the service.	M		New
MDIR2.4.2	M Prior to assuming medical director responsibilities of an existing service, the medical director or delegate conducts an initial on-site safety and quality audit of the service.	M		New
MDIR2.4.3	M The medical director defines the criteria and scope of safety and quality auditing. <i>Guidance: A safety and quality audit may include, but is not limited to, a general assessment of the service's compliance to organization's policies, procedures, patient care guidelines, DAP standards and an evaluation of patient care delivery across all stages (pre-admission, admission, examination/procedure, recovery, interpretation, results discharge, etc.).</i>	M		New
MDIR2.4.4	M The medical director defines the method of routine safety and quality auditing (e.g. on-site or virtual). <i>Guidance: The DAP recommends that the medical director or delegate be physically present at the facility to conduct the audit. The medical director may authorize, reflective of risks associated with the service, that the audit be performed through virtual means (e.g. video review of the facility).</i>	M		New
MDIR2.4.5	M The medical director defines the frequency of routine safety and quality auditing. <i>Guidance: The frequency of audits reflects the relevant risk associated with the service.</i>	M		New
MDIR2.4.6	M Routinely the medical director or delegate conducts safety and quality audits of the service.	M		New
MDIR2.4.7	M If the medical director does not regularly attend the facility (e.g. rural hospital) a routine safety and quality audit of the service is conducted annually.	M		New
MDIR2.4.8	M If a service medical leader(s) and or technical leader(s) does not regularly attend the facility (e.g. remote community facility), a routine safety and quality audit of the service is conducted semi-annually.	M		New

No.	Description	Risk	Reference	Change
MDIR2.4.9	<p>M The medical director meets with the governing body, leadership teams and staff, as applicable, to review the audit and continually improve the service’s safety and quality of care.</p> <p><i>Guidance: If a delegate conducts the safety and quality audit, the results are reviewed by the medical director.</i></p>	M		New
MDIR2.5	The medical director notifies the DAP of any significant events.			New
MDIR2.5.1	<p>M The medical director notifies the DAP of any significant events, which includes:</p> <ul style="list-style-type: none"> • Change to the physical location of services • Installation/relocation of new or significantly retrofitted equipment • Change in medical directorship • Change in interpreting physicians and/or location of interpreting physicians • Change in the scope of services <p><i>Guidance: A notification of intended significant event form must be submitted to the DAP. A change in medical directorship describes when a new medical director is appointed. If the active medical director is on vacation, they must appoint a delegate, but notification to the DAP is not required.</i></p>	H		New

References

Abbreviation	Reference
CPSBC-BYLAWS	College of Physicians and Surgeons of British Columbia. Bylaws [Internet]. Vancouver: College of Physicians and Surgeons of British Columbia; 2009 [revised 2023 Jan 13].
ISO-15189	International Standards Organization, ISO 15189 Medical laboratories - Requirements for quality and competence, Geneva, Switzerland: ISO; 2022 Fourth edition.