



## College of Physicians and Surgeons of British Columbia

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## JOB DESCRIPTION

### Medical Advisor (Family Practice), Physician Practice Enhancement Program

#### POSITION SUMMARY

Under the direction of the deputy registrar and the program director, the medical advisor carries out the mandate of the Physician Practice Enhancement Program (PPEP)—to provide expert review of program files and promote quality improvement in community-based physicians' medical practice.

**Note:** The successful candidate should be able to commit one day per week to the program.

#### DUTIES AND RESPONSIBILITIES

Duties include but are not limited to the following:

- review assessment reports, provide feedback, and identify opportunities for improvement on various files
- engage in coaching sessions with registrants
- provide feedback on program development and quality improvement and help guide future program direction

#### SKILLS AND QUALIFICATIONS

Required skills and qualifications include:

- full, active practice licence
- in good standing with the College
- have previously undergone a PPEP assessment (preferred)
- exceptional oral, interpersonal communication skills
- an excellent command of written English
- previous experience in evaluating clinical performance and developing continuous improvement plans would be advantageous
- efficient, responsive and able to work in a demanding environment, while maintaining quality and timeliness standards
- must work collegially and interact effectively with College staff

Interested candidates should submit a letter of application, with a resume, to the director, PPEP by fax to 604-733-3503 or by email to [peerassessments@cpsbc.ca](mailto:peerassessments@cpsbc.ca). All correspondence will be held in strict confidence.