

Trauma Medical Director Responsibilities

SUMMARY

The Trauma Medical Director is the surgeon who leads the multi-disciplinary activities of the trauma program. The Trauma Medical Director has ultimate responsibility for the trauma center in terms of quality of care, scope of services and cost-effectiveness. The Trauma Medical Director has the authority to manage all aspects of trauma care.

QUALIFICATIONS

1. Member in good standing of the hospital's medical staff
2. Duly licensed to practice medicine in the State of Kansas
3. Board-certified general surgeon with additional qualifications in surgical critical care
4. Participates in trauma call
5. Maintains current Advanced Trauma Life Support® status
6. Maintains 16 hours annually or 48 hours in 3 years of verifiable external trauma-related CME
7. Must demonstrate a work history of positive collegial relationships with other physicians, support staff, administrators and patients/families.

GENERAL RESPONSIBILITIES

Medical Management

1. Oversees the quality of patient care delivered by the service and provides overall professional direction to the clinical department, unit or service of the Medical Director/Hospital Director partnership in coordination with the Departmental Chair and the Chief of the Medical Staff.
2. Responsible for triage of patients and development of admission and discharge criteria for the unit, service, or department. Enforces compliance with admission and discharge criteria in conjunction with the Chair and Chief of the Medical Staff.
3. Develops critical pathways, algorithms, or protocols applicable to unit, service, or department. Submits these pathways, algorithms, or protocols to the Chair as well as the Executive Committee of the medical Staff for approval.
4. Develops and implements appropriate quality improvement standards. Monitors and reports variance to Chair, Quality Control Council, Hospital Authority Medical Staff and Hospital Authority.

5. Develops opportunities for cost reduction, as well as an action plan for their development. Reports these opportunities to the Clinical Chair.
6. Resolves conflicts among team members, patients, families and other medical staff in conjunction with the Clinical Chair and the Chief of the Medical Staff.

Leadership

1. Monitors compliance with medical staff bylaws and other applicable standards. Reports any variance to the Chief of the Medical Staff
2. Works with partnership team to formulate financial development to ensure appropriate physician staffing and other needs of the physician group.
3. Assumes responsibility together with Chair, Chief of the Medical Staff, hospital management for strict adherence to and compliance with regulatory and accreditation agencies as JCAHO, including preparation for and participation in relevant surveys.
4. Participates in planning with the Hospital Authority management team. Advises Chair of such planning.
5. Assists Hospital Director in development and implementation of an orientation plan for students, residents, physician extenders and attending physician peers who work on the service. Advises Chair of such orientation plans.
6. Assists Hospital Director on methods of evaluation, monitoring and improvement of patient and physician satisfaction on the unit, service or department. Advises Chair of results.
7. Participation in evaluation of appropriate hospital staff and partnership unit or service.

Communication

1. Promotes the mission and values of University of Kansas Hospital Authority
2. Communicates effectively with organization leadership, medical and hospital staff, internal and external referring physicians, and other community providers.
3. Communicates with other departments and partnerships to ensure patient's needs are met.

TRAUMA ADMINISTRATIVE SPECIFIC RESPONSIBILITIES

1. Management of trauma care in a multi-disciplinary system.
 - a. Ultimately has the administrative authority for all trauma patients and the Trauma Center
 - b. Demonstrates individual accountability for clinical practice by participating in trauma care and following established practice

- management guidelines. Promotes consistency among trauma surgery service practice.
- c. Reviews the plan of care to ensure that PMGs were followed.
- d. Attends 70% of Check Out Rounds
- e. Works in cooperation with the nursing administration to support the nursing needs of trauma patients
- 2. Participate in the education of staff and the community on current trauma care concepts.
 - a. Maintains current knowledge of trauma care via literature review and trauma CME
 - b. Provides inter-disciplinary internal and outreach trauma education
 - i. Fulfills ATLS course director responsibilities
 - 1. Is ultimately responsible for ensuring ATLS courses have required instructor staff
 - 2. Serves as ATLS course director for at least one course per year and attend for the duration of the course.
 - ii. Provides RTTD to the community by serving as course director.
 - iii. Responsible for generation of Trauma Lecture Series topics and speakers.
 - iv. Teaches other internal and external trauma courses as requested or assists in finding qualified instructors.
- 3. Coordinates and participates in trauma quality improvement activities.
 - a. Chairs the Trauma Multidisciplinary Performance Improvement and Patient Safety Committee (Trauma Peer and Systems Committees).
 - i. Reviews the care provided to the trauma patient
 - ii. Identifies liaisons from neurosurgery, orthopaedic surgery, anesthesiology, radiology, emergency medicine and other appropriate disciplines.
 - iii. Recommends trauma credentials to the Executive Medical Staff Committee
 - 1. Authority to suspend or re-instate a surgeon's privileges to participate in trauma call
 - 2. Oversees ongoing orientation for new attending surgeons and residents rotating on the trauma service
 - 3. Participates in annual credentialing process of physicians on the trauma call panel
 - 4. Ensures establishment of physician call schedules for all specialties including those that require a backup call schedule
 - iv. Develops trauma management practice management guidelines with the trauma team

- b. Actively involved in loop closure efforts for trauma related PIPS issues
 - c. Utilizes chart review, case review, staff interviews, patient interviews and trauma rounds to identify issues, monitor and assess trauma care.
 - d. Identifies cost saving measures including the utilization of TQIP best practices/PMGs where they apply.
 - e. Attends TQIP team meetings
 - f. Assists in the process of evaluating the pre-hospital care of the trauma patient
 - g. Participates in trauma patient/family satisfaction projects.
4. Ensures that prevention activities are an integral part of a trauma care delivery system.
 - a. Oversees trauma prevention activities
 - b. Participates in community prevention activities
 - c. Assists in publication of prevention research and prevention program evaluation
 5. Provides leadership in trauma research activities
 - a. Ensures research activities to meet the ACS requirements of 20 peer reviewed articles published in journals included in the *Index Medicus* in each 3 year review period.
 - b. Meets all requirements specified in the SOP for PI responsibilities
 6. Collaborates with the Trauma Program Manager (TPM) to meet the goals and objectives of the Trauma Program.
 - a. Keeps an open line of communication with the Trauma Service by attending at least monthly, scheduled meetings with the TPM.
 - b. Develops strategic relationships with referring hospitals and physicians.
 - c. Maintains relationships with community organizations and legislative bodies whose activities relate to trauma care.
 7. Participates in regional, state, and national trauma organizations.
 - a. Required:
 - i. Northeast Kansas Regional Trauma Committee
 - ii. Advisory Committee on Trauma (ACT) of Kansas
 - iii. Committee on Trauma (COT) of the American College of Surgeons and Region 7 COT
 - b. At least one of the following:
 - i. The American Association for the Surgery of Trauma
 - ii. The Eastern Association for the Surgery of Trauma
 - iii. The Western Association for the Surgery of Trauma

Trauma Medical Director Signature

Date