

## Career Opportunity - College of Physicians and Surgeons of Manitoba

### Director, Manitoba Quality Assurance Program

The College of Physicians and Surgeons of Manitoba (CPSM) is the medical regulatory authority in Manitoba, serving the public interest by regulating the practice of medicine. Comprising of approximately 50 staff, this unique not-for-profit organization carries out its mandate to protect the public through three core functions;

- **Registration** ensures everyone registered to practice medicine in Manitoba is competent to practice and meets the established registration requirements.
- **Quality** supervises the competency of practice and proactively promotes safe care for Manitobans.
- **Complaints and Investigations** responds to concerns regarding the conduct or care and investigates complaints about CPSM registrants.

The Manitoba Quality Assurance Program (MANQAP) is an essential component of the Quality initiative and drive within CPSM to support and enhance our protection of the public.

#### The Opportunity

CPSM is seeking a full-time Director of MANQAP. Reporting to the Assistant Registrar - Quality, the Director provides oversight, administration, management, budgeting, and delivery of all aspects of the Laboratory & Diagnostic Accreditation Program and the Non-Hospital Medical and Surgical Facilities in compliance with the Accredited Facilities Bylaw and in support of CPSM's mandate to Protect the Public.

Working closely with the Assistant Registrar, the Director is responsible for developing and implementing of continuous quality improvement of accredited facilities.

#### The Individual

CPSM is seeking a well-qualified and highly motivated individual to provide leadership, oversight & change management strategies, to ensure the effective implementation of the accreditation programs. The ideal candidate would be able to work collaboratively and respectfully with a wide variety of partners which includes; CPSM departments, physicians, committee members, accredited facilities, Manitoba Health, and with other medical regulatory authorities.

The candidate has a passion for quality and quality improvement with a deep understanding of accreditation and how it impacts patient safety.

#### Responsibilities

- Provide leadership, guidance, and mentorship to 4 full-time staff.

- Lead inspection teams as needed in on-site surveys.
- Review reports and recommendations to ensure consistency with accreditation principles.
- Review national and international standards with the view to provide high quality and patient focused accreditation practices.
- Manage and monitor contracts for subject matter experts in supporting accreditation activities.
- Integrate MANQAP goals and plans with CPSM's overall operational objectives.
- Monitor the deliverables of the program and provide reports.
- Support the Program Review Committee and facilities through the accreditation cycle.
- Design and development accreditation plans.
- Manage the budget in collaboration with CPSM Finance and subject to a Continuing Services Agreement with the Government of Manitoba.

### **Qualifications**

The ideal candidate has an advanced degree in either lab sciences or diagnostic imaging, a Master of Business/Health Administration with a focus on quality, or equivalent education and experience. The ideal applicant has a minimum of 10 years progressive management/leadership experience and extensive accreditation knowledge specifically related to medical and clinical diagnostic facilities. The candidate should have excellent written and verbal communication skills in addition to:

- Strong presentation skills and the ability to present to a diverse audience
- Plan, budget and execute multiple programs with a variety of stakeholders
- Provide quick responses to the Assistant Registrar and Registrar as well as other key individuals in other agencies
- Experience in managing people and processes
- Strong reading comprehension skills with attention to detail in order to review appropriate legislation
- Ability to work independently with multiple deadlines
- Strong organizational and planning skills
- Practical and creative problem solving within the accreditation arena and the ability to generate options
- A demonstrated collaborative approach to problem solving with both internal and external contacts
- Ability to deal with confidential information that may not be shared internally or externally
- Professional communication and interpersonal skills to build and maintain rapport with all stakeholders at all levels
- Proficiency with Microsoft Office

### **Assets**

- Knowledge of accrediting agencies, regulations, laws, and bylaws that apply to the role and functions of MANQAP

- Experience with self-governing professional bodies

Work obligations occasionally require the individual to be available outside of the normal workday and occasionally work additional hours in order to meet deadlines. The successful applicant must be able and willing to travel throughout Manitoba and out of province when required and must hold a valid class 5 driver's license

This full-time position is subject to ongoing funding by the Government of Manitoba, Manitoba Health Seniors and Active Living.

**Salary:**

A salary range has been established and individuals will be placed in the range commensurate with qualifications and experience.

Interested candidates should submit the following materials:

- 1) a letter of application,
- 2) curriculum vitae; and
- 3) names and contact information of three references.

This position is subject to a Criminal Record Check.

*The College of Physicians & Surgeons of Manitoba is strongly committed to equity and diversity within its community and especially welcomes applications from women, racialized persons/ persons of colour, Indigenous peoples, persons with disabilities, persons of all sexual orientations and genders, and others who may contribute to the further diversification of ideas. All qualified candidates are encouraged to apply.*

**Contact:**

Qualified candidates are invited to submit their expressions of interest, in confidence, to:

Fred Loewen  
Senior Partner  
Waterford Global Inc.  
Winnipeg, Canada  
Email: [floewen@waterfordglobal.com](mailto:floewen@waterfordglobal.com)  
Direct: 204-292-8985

**Closing Date:** Open until filled