



Associate Medical Director Role Description, Regional Paramedic Program for Eastern Ontario

Position: Associate Medical Director

Organization: The Ottawa Hospital's Regional Paramedic Program for Eastern Ontario (RPPEO)

Location: Eastern Ontario

Overview

The Regional Paramedic Program for Eastern Ontario (RPPEO) is seeking an experienced, innovative, and collaborative Associate Medical Director (AMD) to join our dynamic team. As part of the RPPEO, the Associate Medical Director will work closely with the Medical Director and two other Associate Medical Directors to support paramedic practice and enhance out-of-hospital urgent care across Eastern Ontario.

About RPPEO

Funded by the Ontario Ministry of Health, the Ottawa Hospital established the RPPEO to provide its regional base hospital program. The program offers medical oversight, quality assurance, education, and program development for over 1600 paramedics covering a region of approximately 35,478 km² across nine regional/municipal paramedic services in Eastern Ontario:

- Cornwall SDG Paramedic Services
- County of Renfrew Paramedic Service
- Frontenac Paramedic Service
- Hastings-Quinte Paramedic Services
- Lanark County Paramedic Service
- Leeds Grenville Paramedic Service
- Lennox & Addington Paramedic Services
- Ottawa Paramedic Service
- United Counties of Prescott Russell Paramedic Service

Each year, RPPEO reviews approximately 18,000 of the 300,000 paramedic interventions, certifies about 150 paramedics for entry to clinical practice, and delivers around 180 days of training. RPPEO is dedicated to advancing paramedicine, building collaborative care pathways, and supporting safe, evidence-based paramedic practice.



Position Summary

The successful candidate will play a critical role in the development and oversight of high-quality out-of-hospital urgent paramedic care, aligned with RPPEO's mission and values. Reporting to the RPPEO Medical Director, the Associate Medical Director will collaborate with paramedic service leadership, healthcare services, and the Ministry of Health. Key responsibilities include clinical leadership, patient centred-quality improvement, advancing paramedic practice, and supporting innovative services that improve care. This Associate Medical Director is a 0.1 FTE position. Compensation will be competitive and aligned with the candidate's experience, offering a negotiable administrative physician salary.

Key Responsibilities

- **Collaborative Leadership:** Work with a broad range of health services, including those outside The Ottawa Hospital, to foster safe, high-quality out-of-hospital care through innovative and integrated approaches.
- **Pathway Development and Care Plan Revision:** Lead initiatives to establish and refine out-of-hospital care pathways and revise care plans to address urgent care needs, improve continuity, and enhance patient outcomes.
- **Education and Certification:** Help establish ongoing training requirements, participate actively in developing and delivering continuing education programs, support skill development, and provide timely constructive feedback to paramedics.
- **Online Medical Consultation Service:** Support RPPEO's collaborative Online Medical Consultation service, a phone consultation resource jointly managed with two other base hospitals to provide paramedics with immediate medical guidance. The AMD will play a vital role in maintaining high standards for this essential service.
- **Quality Assurance and Improvement:** Direct quality assurance activities to monitor, assess, and improve paramedic performance, ensuring adherence to established care standards including the Advanced Life Support Patient Care Standards, Patient Care Models, and approved research protocols.
- **Incident Review and Remediation:** Participate in clinical incident reviews, providing guidance on certification changes and approving remedial education plans as needed.
- **Advancing Paramedic Practice:** Drive program development based on best practices and evidence-based approaches, addressing local needs and advancing paramedic practice.
- **Research and Development:** Promote and guide clinical research efforts within RPPEO, encouraging paramedic involvement and leadership on clinical and operational projects.
- **Provincial and Global Collaboration:** Engage with other medical leadership entities on a provincial, national, and international level to align and enhance out-of-hospital medical standards.
- **Educational Faculty Involvement:** Serve as faculty for the Prehospital and Transport Medicine (PTM) Fellowship and the EMS block in the University of Ottawa's Emergency Medicine residency program.



Required Qualifications

- **Licensure:** Eligible to practice medicine in Ontario.
- **Emergency Medicine Practice:** Regular clinical practice in an emergency department.
- **Medical Specialty:** Hold a credential in emergency medicine (e.g., FRCPC, ABEM, CCFP(EM)).
- **Hospital Appointment:** Eligible for a staff appointment at The Ottawa Hospital.

Desired Qualifications

- **EMS/PTM Specialty:** Completion of an EMS/PTM fellowship or equivalent training in EMS/PTM during residency.
- **Quality and Safety Expertise:** Education or experience in patient safety, quality assurance/quality improvement (QA/QI) principles, educational methodology, or clinical research.

Required Training

Completion of the National Association of EMS Physicians (NAEMSP) Medical Directors' course or equivalent within the first two years in the role, if not already completed.

Application Process

For those interested in applying, please provide a letter of interest and curriculum vitae, addressed to Dr. Michael Austin, and submit to RPPEO Administrative Assistant Andrea Arteaga at anarteaga@rppeo.ca by **January 10, 2025**.

Selected candidates will be contacted to continue in the hiring process by February, 2025.