

# STANDARD OPERATING GUIDELINE



Medical Director

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**Department:** Operations

SOG#240

**Applicable to:** All Staff

**Effective Date:** 1 Sept 2020

2 Pages

**Authority:** Chief Of Operations

**Applicable CAAS Standard:**

**Revised Effective Date:**

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## Purpose:

The purpose of this Standard Operating Guideline (SOG) is to outline the position of Brighton Volunteer Ambulance (BVA) regarding the role and responsibilities of the Agency Medical Director.

## Content:

<b>Position Title:</b>	Medical Director
<b>Supervised By:</b>	Chief
<b>Supervises:</b>	Clinical Care Program
<b>Status:</b>	Contractual
<b>Schedule:</b>	Twenty-four hours per month, as needed

## Summary Description:

The Medical Director is responsible to provide guidance and oversight of all areas of clinical care, in accordance with NYS Bureau of EMS Policy 11-03 "Providing Medical Direction". The agency will have minimally two medical directors, with the lead Medical Director having specific responsibilities as outlined below.

## Job Magnitude:

Department Staff: 2  
Department Budget: As allotted by the the Chief

## Structure:

The Medical Director will work in conjunction with the Associate Medical Director and Assistant Chief - Clinical Care, while reporting to the Chief of the Agency.

## Essential Functions:

- Approve and/or dismiss providers based on care related investigations and findings. All staff will require approval of the Medical Director to practice, and the Medical Director will have authority to remove providers practicing clearance.
- Assure all protocols/clinical practices are current and appropriate to region guidelines, as well as State regulations.
- Review all Controlled Substance administrations and practices, including State required documentation.
- Perform periodic review of documentation involving high risk/low frequency interventions.

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This document supersedes any documents on the topic dated prior to the effective date noted above.

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- Assist in the development of agency training to increase clinical proficiency, to include periodic didactic offerings of case reviews.
- Establish time and care standards in conjunction with regulatory outlines and Operations Team
- Complete quarterly ride time, and/or as needed time with specific providers.

## **Physical Environment, Working Conditions, and Challenges**

- The position requires significant physical strength and dexterity and the ability to function in very adverse environments with exposure to numerous safety risks
- Will work on an Ambulance, Emergency Ambulance Response Vehicle, Training, and Office settings.
- Develop, propose, and implement programs that are responsive to the needs of the agency where little or no precedence may exist.
- Time pressures to develop these strategies which impact heavily on the agency.
- Support new programs and encourage all personnel to comply with current and new clinical programs and initiatives.
- Foster an environment of exceptional morale and professionalism.

## **Qualifications**

- Licensed NYS Physician
- Credentialed by MLREMS as a Medical Director
- Develop and maintain understanding of Agency Operations.
- Strong knowledge of NYS EMS Laws, Policies, and regulations.

*The Chief reserves the right to waive any of the minimum qualifications set forth above and consider any other qualifications or combination of qualifications that, in the Chief's opinion, will serve as an adequate substitute for those minimum qualifications.*

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