



### JOB DETAILS

Job Category	1270 PHYSICIAN - HOSPITAL	Department	Children's CMG
Job Title	Hospitalist – Pediatric Hematology/Oncology	Division	Pediatrics
Job Identifier/Position #	H2728	Job Grade	M7
Position Holder	[Position Holder]	HR Representative	Smitha Nair
Prepared on	24 April 2018	Revised on	

### ORGANIZATIONAL PROFILE

Sidra Medical and Research Center is a state of the art academic medical center that will function to the level of the highest international standards. Its clinical focus is on the specialty care of women and children.

Sidra's Vision is: *"Sidra Medical and Research Center will be a beacon of learning, discovery and exceptional care, ranked among the top medical centers in the world"*.

Achieving this vision will encompass three essential activities:

World Class: Patient and Family Centered Care Health Education Biomedical Discovery

Sidra works closely with Weill Cornell Medical College in Qatar and Hamad Medical Corporation across all three activities to raise the standard of health and health care throughout the State of Qatar

### DEPARTMENT/BRANCH PROFILE

The Division of Pediatric Hematology/Oncology and Bone Marrow Transplantation provides diagnostic and therapeutic, inpatient, outpatient and consultative services for children up to 18 years of age with benign and malignant hematologic disorders, cancer and patients requiring autologous and allogeneic bone marrow transplantation. The division has 6 Attending Physicians, 3 hospitalists and 2 fellows in training in the medical team. Specialist hematology/oncology nurses, allied health professionals and clinical pharmacists make up the multidisciplinary team. The hospital palliative care liaison service is also in the Division. The division provides tertiary level care to the whole of Qatar.

### JOB SUMMARY

The Hospitalist - Pediatric Hematology/Oncology within the Division of Pediatric Hematology/Oncology and Bone Marrow Transplantation, is a Board Eligible/Certified physician with clinical training in Pediatric Hematology/Oncology. Under supervision of the Attending Physicians, the Hospitalist - Pediatric Hematology/Oncology provides family-centered medical care services to Pediatric Hematology/Oncology patients. The hospitalists attend outpatient clinics as well as rotating to the inpatient ward and the same day infusion centre, undertake procedures such as lumbar puncture and bone marrow biopsy and take consults from around the hospital. The hospitalists take part in the after hours on call roster but are not required to stay in the hospital after hours.

The Hospitalist - Pediatric Hematology/Oncology is a health care professional and patient advocate. Additional involvement in academic and quality improvement projects is encouraged and required. Such activities include but are not restricted to participation in Nursing and Allied Health education, Resident and Fellow training, contribution to ongoing clinical research projects and/or the development of divisional guidelines or involvement in divisional multidisciplinary quality improvement projects.

By delivering the very highest quality in clinical care, Sidra Medical and Research Center serves as a magnet for patients within the borders of Qatar and beyond.

**POSITION DIMENSIONS**

Reports directly to	Chief of division, Pediatric Hematology/Oncology/Bone Marrow Transplantation
Head Count	N/A
Number of Direct Reports	TBA
Number of Indirect Reports	TBA
Financial Accountability	TBA

**ROLE INTERACTS DIRECTLY WITH**

TITLE/DEPARTMENT	FREQUENCY	TYPE OF INTERACTION
Chair or Department Chief	Routine	Direct Report and overall supervisor
Attending Physicians	Routine	Direct Reporting and supervision
Nurse Practitioners	Routine	Information exchange and collaboration
Fellows and Residents	Routine	Information exchange and collaboration
Nursing/Allied Health Staff	Routine	Information exchange and collaboration

**KEY ROLE ACCOUNTABILITIES**

- Coordinates and facilitates direct delivery of patient and family care within a multidisciplinary framework primarily in an inpatient care setting, to ensure a patient/family focused and service oriented environment that is in accordance with Evidenced Based and Best Practice standards.
- Under the supervision of the Attending Physicians, assesses and identifies the health needs of the patient population and plans, implements, and evaluates interventions appropriate to meet those needs in accordance to organizational standards and accreditation requirements.
- Collaborates with multidisciplinary health care team to devise treatment plans based on patient/family needs to ensure the delivery of high quality and evidence based services that are sufficient, efficient and responsive, and designed to meet the identified patient/family care needs and organizational outcomes.
- Contributes to ensuring that clinical practices within the Division of Pediatric Hematology/Oncology are in compliance with all applicable standards and requirements of the Joint Commission International, Ministry of Public Health, and all other applicable regulatory bodies.
- Provides counseling and anticipatory guidance to patients and families regarding physical, psychosocial and developmental needs.
- Facilitates effective inter- and intradepartmental communication between patient, family, community and interdisciplinary team members for collaboration, liaison, networking and teamwork to ensure the maintenance of strong and professional relationships.
- Elicits, performs and records the history of physical examinations on assigned patients. Under the supervision of the Attending Physician, develops a differential diagnosis for the presenting problem and implements a plan for management.
- Develops and performs necessary diagnostic and therapeutic procedures per standardized protocols.

- Under the supervision of the Attending Physician, collaborates with Case Management and Discharge Planning teams to plan and facilitate the continuity of comprehensive care of specialty patient populations from hospital, home and outpatient setting.
- Assists in the assessment of learning needs of patients and families, and works in tandem with the Community and Patient Education Department to develop and implement patient education materials and programs that are centered on the learning preferences, religious and cultural values, and appropriate reading and language skills of target audience to meet those identified needs.
- Models an understanding, appreciation and respect for an inclusive workplace environment that respects differences and diversity.
- Under the supervision of the Attending Physician, identifies and facilitates resolution of challenges and problems when appropriate to improve Division cohesiveness and patient satisfaction.
- Assists in the promotion of a safe working environment inclusive of cultural competence and continuous learning, development and growth
- Participates in the Quality and Performance Improvement activities through regular chart review, targeted CQI activities, and the systematic and detailed review and evaluation of patient outcome data.
- Provides both day-time and night-time (on-call) patient care coverage as directed by the clinical schedule of the Division
- Provides effective and timely record keeping and documentation.
- Maintains knowledge of current research and incorporates findings into clinical practice.
- Actively participates in clinical research projects as directed.
- Actively participates in clinical management consensus development.
- Is active in professional organizations and maintains Medical License.
- Participates in Nursing, Allied Health, and Post Graduate Medical Training as required.
- Conducts other duties as directed by the Attending Physician, and the Division Chief.
- Assists with Sidra marketing strategies as required.
- Promotes and assists in physician community outreach programs as appropriate.
- Supports the development of Sidra as a world class regional center.
- Adheres to Sidra's standards as they appear in the Code of Conduct and Conflict of Interest policies
- Adheres to and promotes Sidra's Values

*In view of the evolving needs and opportunities within Sidra, this position may be required to perform other duties as assigned and reporting relationships may vary.*

#### WORK ENVIRONMENT THE ROLE OPERATES IN

- Work is normally performed in a ward, clinical or outreach environment.
- Some travel may be required.
- Physical effort required consistent with working in an acute care clinical environment.
- Physical risk consistent with working in an acute care clinical environment.
- Sites of practice:
  - Inpatient ward, Outpatient clinic and infusion center, consultative service to Sidra Medicine.

#### ORGANIZATION VALUES

- **Trust:** Being competent; acting consistently, reliably and predictably; acting with honesty and integrity; respecting patient, employee and commercial confidentiality; delivering on commitments
- **Care:** Acting with empathy, kindness and compassion; being humble; listening and responding; acting with cultural sensitivity; Caring for patients and staff
- **Teamwork:** Sharing information and knowledge and learning from demonstrated expertise; being respectful, and thereby earning respect of others; acting with professionalism; leading and following; collaborating and being accessible
- **Transparency:** Frequent and honest communication; open access to information for decision making; willingly acknowledge shortcomings; speaking up about concerns; publishing performance indicators

- **Innovation:** Freedom to innovate; welcoming ideas and encouraging creativity; supporting talent; creating confidence; celebrating successes
- **Efficiency:** Providing measurable value; using data to drive decision making; having and achieving clear goals; building processes that work; continuously improving outcomes in patient and family care

QUALIFICATIONS, EXPERIENCE AND SKILLS – SELECTION CRITERIA		
	ESSENTIAL	PREFERRED
Education	<ul style="list-style-type: none"> <li>• MD degree (or equivalent)</li> <li>• Board Certification (as recognized by Sidra)</li> </ul>	
Experience	Minimum of 2 years in Pediatric Hematology/Oncology	Bone Marrow Transplantation experience
Certification and Licensure	<ul style="list-style-type: none"> <li>• Licensed to practice Medicine in the country of origin/ country of training</li> <li>• BLS</li> </ul>	
Professional Membership	As relevant	
Job Specific Skills and Abilities	<ul style="list-style-type: none"> <li>• Excellent communication skills</li> <li>• Proficiency with Microsoft Office suite</li> <li>• Fluency in written and spoken English</li> </ul>	<ul style="list-style-type: none"> <li>• Arabic language skills</li> </ul>