Enhanced Skills Program Director – Family Practice Anesthesia
Job Description

The University of Toronto’s Department of Family and Community Medicine (DFCM) in the Temerty Faculty of Medicine (TFOM) is recognized internationally for advancing high quality patient-centred care through excellence in education, research, and innovative clinical practice. Encompassing more than 2,000 faculty and hundreds of learners across Ontario and beyond, we are helping shape the future of family medicine in Canada and around the world. We provide a rich and diverse learning experience through our comprehensive and innovative curricula that span the continuum of medical education.

VISION: Outstanding primary care for all, powered by world-leading education, research, and innovation,

MISSION: We deliver the world’s best education for family doctors and propel knowledge, systems and teams to help people and communities thrive.

The University of Toronto’s Department of Anesthesiology and Pain Medicine in the Temerty Faculty of Medicine (TFOM) was founded in 1907. It is the oldest and largest academic anesthesia department in Canada and one of the largest in North America. The department has a rich history of academic, clinical, and scientific excellence.

VISION: Providing outstanding clinical care for every patient across the city and the province and constantly improving care through relentless innovation.

MISSION: Reimagine and advance medical education to better support all learners, including patients, students, residents, fellows and faculty.

This appointment is supported jointly by the Department of Family and Community Medicine and the Department of Anesthesiology and Pain Medicine.

Position Summary

The Enhanced Skills (ES) – Family Practice Anesthesia (FPA) Program Directory is a highly valued leadership position that is responsible for the overall conduct, organization, and accountability of the Enhanced Skills Family Practice Anesthesia PGY-3 program. This is a twelve month PGY-3 program designed to provide family physicians with comprehensive clinical, technical and procedural skills and knowledge to provide safe anesthesia care to low risk patients undergoing relatively uncomplicated procedures in smaller community settings.

The Ideal Candidate

The ideal candidate will have certification with the Royal College of Physicians and Surgeons of Canada in Anesthesiology and/or certification with the College of Family Physicians of Canada (CCFP-FPA). A Certificate of Added Competence in Family Practice Anesthesia is considered an added asset. The candidate will possess excellent leadership, communication, organizational and team building skills, a proven ability to lead and work well with others, and a strong commitment to learners. The candidate will have relevant experience as a clinician and educator. The candidate will have attained a stature eligible for a faculty appointment at the University of Toronto at the level of Assistant Professor.
Duties and Responsibilities:

The Enhanced Skill – Family Practice Anesthesia Program Director is responsible for the Enhanced Skills Family Practice Anesthesia PGY-3 Program, assisted by the residency program committee and/or teaching faculty. These responsibilities include:

1. The development and operation of the Enhanced Skills-FPA program according to the standards and requirements of the University of Toronto, Department of Family and Community Medicine, Postgraduate Medical Education and the College of Family Physicians of Canada (CFPC).

2. To chair the Enhanced Skills Family Practice Anesthesia Residency Program Committee and lead the teaching faculty to ensure that resident needs, university requirements and standards are met.

3. To prepare for and respond to the internal university reviews and external accreditation (CFPC) reviews of the program. This includes ongoing completion of the report on the CFPC Accreditation Management System (AMS). The Program Director is expected to report any significant difficulties in the conduct of the program to the Enhanced Skills Program Director in a timely manner.

4. The selection of candidates for admission to the program through file reviews and interviews. Admission responsibilities will include determining candidate eligibility criteria, allocation of positions of training sites and establishing transparent processes for policy implementation in postgraduate education. The admission process occurs in collaboration with the Enhanced Skills Program Administrator and Program Director.

5. The maintenance of an assessment system to establish the appropriate promotion of residents and maintenance of an appeal mechanism in accordance with policies determined by the Faculty of Medicine Postgraduate Medical Education Advisory Committee.

6. The establishment of mechanisms to provide career planning and counselling for residents.

7. To identify, support and appropriately address resident concerns, such as those related to stress and well-being.

8. Ongoing review of program rotation data and resident feedback to evaluate the quality of the educational experience provided. Oversee a process of Continuous Quality Improvement (CQI) for the educational program. To review the resources available to ensure that maximal benefit is being derived from the integration of the components of the program. To support appropriate faculty/resident interaction and communication in an open and collegial atmosphere so that a free discussion of the strengths and weaknesses of the program can occur without hindrance.

9. The Enhanced Skill – Family Practice Anesthesia Program Director will:
   - engage in innovation related to their program and encourage education and scholarship;
   - develop and maintain a competency-based curriculum that includes consideration of all CanMEDS-FM roles, Priority Topics/Key Features and Residency Training Profile outlined for Family Practice Anesthesia by the CFPC
   - establish and maintain a program assessment to ensure competencies are being achieved as well as readiness for practice;
   - maintain a Competence Committee that reviews resident progress in the program.

Committees:

The Family Practice Anesthesia Program Director will serve on the following committees:

- Chair, Enhanced Skills Family Practice Anesthesia Residency Program Committee
• Member, Enhanced Skills Family Practice Anesthesia Competence Committee
• Member, Department of Family and Community Medicine Enhanced Skills Residency Program Committee
• Member, Education Council, Department of Anesthesiology and Pain Medicine
• Member, Executive Council, Department of Anesthesiology and Pain Medicine

Reporting Responsibilities:

• The Family Practice Anesthesia Program Director reports to the Enhanced Skills Program Director.
• The Enhanced Skills Program Director is under the leadership and oversight of the Director, Post Graduate Education and the Vice-Chair, Education for the Department of Family and Community Medicine.
• The Family Practice Anesthesia Program Director is also under the leadership and oversight of the Vice-Chair, Education and the Chair of the Department of Anesthesiology and Pain Medicine.
• The Family Practice Anesthesia Program Director is expected to meet with the Enhanced Skills Program Director for a 1:1 meeting at least once yearly and more often if required.
• The Family Practice Anesthesia Program Director is expected to meet with the Chair of the Department of Anesthesiology and Pain Medicine for a 1:1 meeting at least once yearly and more often if required.

Support:

• The duties and responsibilities of the Family Practice Anesthesia Program Director will be carried out with the support of the Program Officer, Postgraduate Education in the Department of Anesthesiology and Pain Medicine and the Enhanced Skills Program – Category 1, PGY3 ES Administrator

Appointment:

• The position will be funded for one half day per week or two days per month and the Enhanced Skills Family Practice Anesthesia Program Director will be jointly compensated by the DCFM and Department of Anesthesiology and Pain Medicine.
• The term of this appointment is five years.
• The appointment is renewable once after a satisfactory term review. Annual reviews will be conducted to ensure that all parties are satisfied that the appropriate duties and responsibilities are being met.

Diversity Statement
The University of Toronto embraces diversity and is building a culture of belonging that increases our capacity to effectively address and serve the interests of our global community. We strongly encourage applications from Indigenous Peoples, Black and racialized persons, women, persons with disabilities, and people of diverse sexual and gender identities. We value applicants who have demonstrated a commitment to equity, diversity and inclusion and recognize that diverse perspectives, experiences, and expertise are essential to strengthening our academic mission.

As part of your application, you will be asked to complete a brief Diversity Survey. This survey is voluntary. Any information directly related to you is confidential and cannot be accessed by search committees or human resources staff. Results will be aggregated for institutional planning purposes. For more information, please see http://uoft.me/UP.

Accessibility Statement
The University strives to be an equitable and inclusive community, and proactively seeks to increase diversity among its community members. Our values regarding equity and diversity are linked with our unwavering commitment to excellence in the pursuit of our academic mission.

The University is committed to the principles of the Accessibility for Ontarians with Disabilities Act
(AODA). As such, we strive to make our recruitment, assessment and selection processes as accessible as possible and provide accommodations as required for applicants with disabilities.

**Application Deadline: April 19, 2024**

**Interested Applicants**
For additional information, please contact Valerie Hilderal, Enhanced Skills Category 1 Program Administrator (fammed.enhanced@utoronto.ca)

Applications should include a letter of intent and curriculum vitae.

Please send applications to Fammed.enhanced@utoronto.ca:
To the attention of Dr. Vaibhav Kamble
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