



**MAKING MOMENTS COUNT
FOR KIDS & FAMILIES**

Position: Medical Director Independent Contractor

Crescent Cove

Located in Brooklyn Center, Crescent Cove is Minnesota's first residential children's respite and hospice home (the "Home"), which opened its doors in May of 2018. The mission of Crescent Cove is to offer care and support to children and young adults with a shortened life expectancy, and their families who love them. The Home provides one-to-seven-day respite breaks for children with life-threatening conditions, as well as sacred space beyond the hospital or home environment for compassionate care at the end of a child's life. Crescent Cove provides support services such as massage, music, and art therapy, spiritual care and healing touch, and support groups for families caring for a child with a life-threatening condition.

Position Summary

Crescent Cove's Medical Director is an independent contractor position. The Medical Director will assume overall responsibility for the medical component of Crescent Cove's care program. Based on the Medical Director's background and experience, the Medical Director will ensure that all policies and procedures of the Home result in efficient and effective operations, quality care, effective staff relations, regulatory compliance, fiscal responsibility and excellent service. The Medical Director will provide services in a manner to foster a mutually beneficial relationship between and among Crescent Cove staff, the interdisciplinary team, other community clinicians, and collaborating organizations. Specific services required of the Medical Director in this role are further described below.

Crescent Cove does not intend for the Medical Director to provide professional medical services, or to make medical decisions for children at the Home or with respect to admissions on a regular basis. The child's external hospice provider, primary care provider, and/or parent or guardian should maintain that responsibility when a child comes to Crescent Cove. However, it may be necessary in certain circumstances for the Medical Director to provide professional medical services, or to answer emergent medical questions, within the Medical Director's competence, skill, and experience. (Crescent Cove anticipates procuring medical malpractice insurance coverage for the Medical Director for these services.)

Duties and Responsibilities

The Medical Director will perform the following services:

- Develop, implement, and periodically review the Home's policies and procedures governing child care and well-being;
- Evaluate and maintain an effective, ongoing, data-driven quality assessment and performance improvement program;
- Participate in the management of the Home by reviewing the Home's medical records, participating as a member of the interdisciplinary team, reviewing and evaluating incident and adverse outcome

reports, identifying hazards to health and safety and providing recommendations regarding these issues;

- Advise and assist Crescent Cove in the development of capital and operating budgets for the Home at least annually, and exercise best efforts to perform within such budgets as established by Crescent Cove while meeting accepted standards of care;
- Participate in professional review activities involving Crescent Cove staff;
- Work with other health care professionals to establish policies so that all health care professionals at the Home practice within the scope of their licenses;
- Assist with the development and maintenance of an adequate medical record system;
- Provide such medical direction, consultation and supervision at the Home 5-10 hours per week, and be available through direct telecommunication for consultation, and assistance with medical emergencies.
- The medical director will have significant discretion over the manner and means by which he or she performs the above services, subject to the organization's needs and applicable law.

Qualifications

- M.D. degree required.
- Active and unrestricted licensure to practice medicine in the State of Minnesota required.
- Active and unrestricted DEA License required.
- Board certification by the American Board of Pediatrics required.
- Five years of clinical pediatric experience required.
- Board certification by the American Board of Palliative Medicine preferred.
- Medical leadership experience in a pediatric healthcare setting preferred.
- Training and/or experience with Integrative Therapies preferred (i.e. massage, energy work, etc.).

Knowledge, skills and abilities

- Strong clinical skills and ability to work independently in ambiguous situations, establishing priorities, meeting deadlines, and maintaining effective management of the work.
- Self-motivated, self-directed, enthusiastic, energetic, creative and highly organized.
- Knowledge of palliative, hospice and bereavement care.
- Demonstrates honesty and integrity, and has a self-awareness of personal, ethical, spiritual, cultural beliefs.
- Ability to problem solve and make recommendations based on data and clinical knowledge.
- Ability to engage in shared decision-making.

Disclaimer: This description represents a general outline of the services and functions of the Crescent Cove Medical Director's independent contractor role and is not intended to be comprehensive in nature. It is understood and acceptable that this role will evolve over time. As such, this description may not reflect the precise nature of the role at a given point in time.

To express interest in this role, please submit a cover letter and resume to Karla Vaughan, Office Manager, at Karla.Vaughan@CrescentCove.org. References and background check will be required before an independent contractor is engaged to provide services.