

HEALTH AUTHORITY RECRUITMENT TERMS



● Medical Staff Resource Plan (MSRP)

MSRP

- Shows current and historic medical staff resource requests and needs.
- Categorizes positions by service lines.
- Attaches Medical Staff to positions and Full Time Equivalent (FTE) values.
- Fulfills Medical Staff Bylaws requirements.
- New Medical Staff positions must be requested to the MSRP through the site's Local Medical Advisory Council (LMAC) process. The Health Authority Medical Advisory Committee (HAMAC) will recommend FTEs pending completion of an Impact Analysis (IA) and/or Position Control Number (PCN) request.

● Impact Analysis (IA)

IA

- A review required to define a medical staff position and to determine the cost impact of an incoming physician to various departments at a site. MSAs are only required for specific positions.
- Department Heads, Chiefs of Staff, Health Service Administration, Medical Administration, and Business Support are responsible for providing accurate department and practice information to complete the MSIA process.
- Department Heads, Chiefs of Staff, Health Service Administrators, Executive Directors, Executive Medical Directors, and Vice Presidents are responsible for review and approval of the position and costing.

● Position Control Number (PCN)

PCN

- A number attached to each FTE physician within Interior Health which defines the practice and position identified.
- Used to measure and track the Medical Staff Inventory.

● Offer Letter

OFFER LETTER

- A formal document issued to the successful physician applicant for a particular position.
- Confirms the terms and conditions of employment, including any probationary period.