

MEDICAL AFFAIRS - WHO ARE THEY?



Who Are They?

The Medical Affairs team in a health authority generally include the following departments:

Physician Compensation
Medical Staff Contracts or Alternate Payment Plans
Credentialing and Privileging
Medical Administrative Support

Physician Compensation

- Provides support for physician contract development, negotiation, management and renewals including:
 - Clinical service, sessions, Medical On-Call Assistance Program (MOCAP), stipends and consulting.
- Processes physician payments for services related to contracts, payments under rural incentive programs, claims involving meetings, travel, recruitment, locum expenses, and oversees the Physician Invoice Portal (PIP).
- Responsible for Ministry of Health reporting, monitoring, and forecasting.
- Conducts contract and program analysis.

Medical Staff Contracts or Alternate Payment Plans

- Collaborates with medical and clinical leaders to develop and implement local and regional sustainable service delivery models (alternate payment plans or APP) in a contractual structure.
- Ensures alignment with appropriate medical staff compensation models.
- Works with IH, physicians, Ministry of Health, and Doctors of BC.

Credentialing and Privileging

- Provides administrative management of physicians, dentists, midwives, and nurse practitioners applying for medical staff membership or renewal of membership.
- Responsible for ensuring that healthcare practitioners are qualified and authorized to provide specific patient care services.
- Continuously monitor credentials and privileges to ensure they remain up-to-date and compliant with standards.

Medical Administrative Support

- **Medical Administrative Assistants (MAAs):**
 - Provide confidential administrative support within the Chief of Staff office.
 - Assist medical staff in navigating hospital departments and systems.
 - Serve as the primary point of contact for medical staff.
- **Administrative Assistants (AAs):**
 - Provide confidential executive level support to the Executive Medical Directors (EMDs).
 - Manage calendars, arrange travel and coordinate daily tasks.