

## Chief Medical Officer

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Reports To: President & Chief Executive Officer

### **Description:**

*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required for this position. Reasonable accommodations may be made, upon request, to enable individuals with disabilities, who otherwise meet the qualifications, to perform the essential functions of the position.*

### **Responsibilities:**

- Participate on RIQI's Senior Leadership Team.
- Share ownership of RIQI objectives overall.
- Deliver initiatives, projects, analyses, and activities launched via the CMO function; as needed, be responsible for deliverables associated with projects driven out of other RIQI units.
- Deliver on commitments per agreed timelines.
- If needed for project work, manage staff, vendors, consultants, and/or temporary personnel.
- Be responsible for and/or participate in multiple, simultaneous initiatives/projects.
- Participate in the Senior Leadership Team's efforts toward continuous improvement in RIQI infrastructure (procedural, operational, technical).
- Represent RIQI within the community and nationally.
- Collaborate with Board members, RIQI Executive Leadership, and Directors to achieve results and maximize RIQI-level efficiency.
- Collaborate with external organizations and initiatives to advance statewide goals for healthcare system transformation

### **Role: Strategy and Development**

#### **Role Focus:**

- Responsible for working closely with the RIQI Board, CEO and COO/CIO to drive strategic initiatives and advance RIQI's mission, vision, and strategic development, particularly as it relates to achievement of health system transformation goals.
- Act in a statewide leadership role to drive and/or participate in projects and initiatives associated with achievement of the triple aim of better care for individuals, better health for populations, and lower per-capita costs.
- Provide strong clinical guidance internally for strategic initiatives, programs, and projects.
- Contribute to management metrics processes and track status and progress of projects managed through the CMO function.
- Contribute significantly to the identification, preparation, and management of grant proposals.

- Contribute to driving primary initiatives of RIQI and define and manage projects to further primary initiatives.

### **Organizational Interactions for Role:**

#### **Internally:**

- Collaborate closely with the RIQI Board, CEO, COO/CIO, strategy and development director controller, technology director, communications director, project managers, and business/systems analysts.
- Leverage services of centralized functional units (e.g. Communications, IT, Operations and Corporate Compliance) to achieve business goals.

#### **Externally:**

- Work closely with the State of Rhode Island elected and appointed officials, key external stakeholders (e.g. hospitals, physicians, other providers, health insurers, consumers, employers, academia, etc.), the Office of the National Coordinator for Health IT (ONC), vendors, subcontractors, governance groups, and community groups.
- Be the “physician face” of the Institute, advocating for the creation of RIQI services and the adoption of services by the RI healthcare community, through frequent and close interaction with providers, hospitals, insurers, and other healthcare participants.

### **Minimum Qualifications**

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#### **Education and Experience**

- MD or DO degree.
- Demonstrated track record of experience and success in roles related to senior leadership of strategic clinical initiatives.
- 7 years’ work experience.

#### **Desired Qualifications**

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- Experience in leading clinical transformation initiatives.
- Track record of success in clinical quality improvement.
- Experience in payment reform initiatives.
- Experience with large scale strategic change initiatives.
- Leadership skills.
- Experience dealing with executives.
- Excellent presentation and communication skills.
- Collaborative.
- Ability to be managed by objective.
- Self-starter; “can-do” attitude.
- Energetic with positive energy.
- “Metrics” mindset.

**Important Skills (not necessarily required):**

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- Experience in implementing Electronic Health Record systems and health IT.

**Licenses and/or Specialized Knowledge:**

Valid state license to practice medicine (not necessarily RI).

**Supervisory Responsibilities:**

None

**Work Environment:**

This position will work in normal business office conditions.

**Physical Demands:**

The tasks of this position are typical for working in an office environment. An associate is regularly required to perform tasks while sitting at a desk, using normal hand dexterity. Mobility is required, including standing, moving about, and sitting. Occasional travel out of the office for meetings, etc. may be required. Good vision is required, including both close and distant objects. Must be able to maintain a good attendance record.

**Prepared By:**

Laura Adams

**Date Revised:**

January 15, 2012

The statements contained herein reflect information necessary to describe the principle functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods, or to otherwise balance the workload.

*Rhode Island Quality Institute is an EEO/AA Employer.*