

POSITION DESCRIPTION

Title:	Medical Doctor	Location:	Abu Dhabi
Department:	Operations	Reports to:	Operations Manager
Prepared by:	CAMO	Date:	July 2014

Overall Purpose:

As a key member of the clinical team the Medical Doctor (MD) is to provide support to the clinical function and capability of National Ambulance (NA) at locations and to assist with clinical assessment management and treatment of patients as required. The MD works collaboratively with other members of NA to assist in the day-to-day running of the clinical component of the service. Although responsible to Operations Manager for operational duties the MD is responsible for clinical standard performance.

Roles and Responsibilities

- Responsible for demonstrating a firm commitment to the principles of clinical governance, including:
 - Clinical care of patients and good note keeping
 - Management of multiple patients at once in an location setting
 - Competent in resuscitation situations
 - Up to date knowledge of BLS/ALS algorithms
 - Providing up to date evidence-based clinical advice including assisting paramedics and EMTs in clinical decision making
 - Participation in multidisciplinary meetings providing clinical support
 - Participation in clinical audit
 - Supervision, teaching and training where necessary
 - Development of guidelines, policies and SOPs for clinical care of patients in the location setting
- Ensure delivery of high level critical pre hospital emergency care to patients
- Maintain strict confidentiality of personal information relating to patients and staff
- Professional in all situations and with an empathetic patient manner
- Responsible, with management support, for personal development and to actively contribute to the development of colleagues, including actively fostering and maintaining a clinical learning environment providing mentorship for all paramedics and EMTs
- Maintain CME and ensure clinical currency is maintained
- Assist in clinical education, clinical competency assessment and remediation programmes
- Required to follow directions and instructions
- To have a knowledge of NA KPIs (Key Performance Indicators)
- To attend meetings as required and write comprehensive timely and regular reports and updates
- To be culturally sensitive and to be able to work in a multi-cultural environment
- Interpersonal skills allowing teamwork and productive partnerships with all stakeholders
- Ensure completion of all checks required for daily operations
- Provide case review and statistical analysis of incidents as required

- Use of CAD system to record and dispatch calls and produce reports as required
- Provide flexibility in rostering and availability

QHSE & BC:

- Engage, understand and participate in Quality Health Safety and Environment (QHSE) Management System and Business Continuity (BC) Compliance and Improvement

Professional and Academic Expertise

- A competent enthusiastic doctor who has a license, or is licensable with the DOH or MOH
- A minimum of 3 years clinical experience post qualification preferably in emergency medicine
- Clinical experience in general practice/family medicine including paediatrics
- Clinical experience in emergency medicine with knowledge of observational emergency medicine
- Experience in travel medicine, operations or related fields are desirable
- Excellent interpersonal and communication skills with cultural sensitivity
- Excellent time keeping skills and ability to work rostered shift patterns
- Ability to work as part of a multi-disciplinary team in a multicultural environment
- Ability to multi-task
- Excellent note keeping
- Having a valid Driving License

Chief Administrative Medical Officer

Change Brief

Version No.	Date	Changes
1	July 2014	New PD
2	July 2016	Due for review - No Changes required
3	April 2019	- Change the position from Airport Doctor to " Doctor" - Change the reporting line to Director Operation to Operations Manager
4	November 2019	Update Title from Doctor to Medical Doctor and overall purpose
5	November 2020	Addition to the Professional and Academic Expertise – "Having a valid Driving License"
6	June 2022	Changed "Chief Administrative Officer" to "Chief Administrative & Medical Officer" Modified as per standard template