



**Job Code:** 9205  
**Grade:** K-None  
**HCWR:** N

**Job Title**  
Medical Director, Neurocritical Care

**Department**  
Neurology

This position is exempt from Career Service under the CCH Personnel Rules.

**Job Summary**

The Medical Director, Neurocritical Care has administrative responsibility of managing the Neurosciences Intensive Care Unit for Cook County Health (CCH). Spearheads initiatives to uphold the highest quality of care and patient satisfaction for critically ill neurosciences patients. Leads the implementation of protocols, participates in hospital-wide initiative and committees as assigned in an effort to enhance the level of care to neurosciences patients. Provides direct patient care at least 50%, equivalent to at least 20 hours per week. Collaborates with Nursing leadership and other ancillary services to coordinate the delivery of optimal care for patients.

**General Administrative Responsibilities**

*Collective Bargaining*

- Review applicable Collective Bargaining Agreements and consult with Labor Relations to generate management proposals
- Participate in collective bargaining negotiations, caucus discussions and working meetings

*Discipline*

- Document, recommend and effectuate discipline at all levels
- Work closely with labor relations and/or labor counsel to effectuate and enforce applicable Collective Bargaining Agreements
- Initiate, authorize and complete disciplinary action pursuant to CCH system rules, policies, procedures and provision of applicable collective bargaining agreements

*Supervision*

- Direct and effectuate CCH management policies and practices
- Access and proficiently navigate CCH records system to obtain and review information necessary to execute provisions of applicable collective bargaining agreements



**General Administrative Responsibilities**

*Management*

- Contribute to the management of CCH staff and CCH' systemic development and success
- Discuss and develop CCH system policies and procedures
- Consistently use independent judgment to identify operational staffing issues and needs and perform the following functions as necessary; hire, transfer, suspend, layoff, recall, promote, discharge, assign, direct or discipline employees pursuant to applicable Collective Bargaining Agreements
- Work with Labor Relations to discern past practice when necessary

**Typical Duties**

- Leads the development, implementation, and supervision of the clinical, administrative, education and research activities pertaining to the Neurosciences ICU in providing the highest quality care to neurosciences patients.
- Collaborates on interdisciplinary quality assurance and quality improvement (QI) projects throughout the unit.
- Builds and develops transfer services for regional transfer of critically ill neuroscience patients requiring a higher level of care.
- Builds referral relationships across the region by leading the outreach to outside referring institutions and providers.
- Markets program throughout CCH, local communities and nationally.
- Leads and participates in clinical discussion and staff meetings. Conducts, participates and monitors performance improvement activities.
- Provides at least 50% clinical care regularly in the inpatient care of critically ill neuroscience patients.
- Collaborates with the Stroke program on QI projects and ensures continued compliance with regulatory standards (i.e., The Joint Commission requirements for Stroke Center Certification).
- Participates in programs and protocols to ensure appropriate triage, management and continuity of care for critically ill neuroscience patients.
- Identifies and leads performance improvement initiatives to ensure the provision of the highest quality of care to critically ill neurosciences patients by setting and monitoring standards.
- Promotes a culture of safety by identifying and reporting any safety concerns. Encourages reporting of and corrective actions for safety events and near misses.
- Serves as a role model in consistently providing effective and compassionate patient care; adhering to policies; and manifesting respectful and professional behavior, scholarly inquiry and commitment to self- and institutional improvement.
- Leads in developing an inclusive, collaborative and productive work environment across the multitude of disciplines in the Neurosciences ICU.
- Participates in appropriate Continued Medical Education activities (at least 50 hours per year).
- Serves as a member of Hospital and Committees in CCH, as assigned.



**Typical Duties**

- Takes on other administrative and leadership roles in the Neurosciences service line as required.
- Performs other duties as assigned.

**Minimum Qualifications**

- Doctor of Medicine (MD) or Doctor of Osteopathic Medicine (DO) degree from an accredited college or university
- Must be licensed as a physician in the State of Illinois or have the ability to obtain Illinois physician licensure before starting employment
- Illinois and Federal controlled substance license or eligibility to obtain license prior to starting employment
- Board Certification in Neurology by the American Board of Psychiatry and Neurology or Board Certification in Neurosurgery by the American Board of Neurological Surgery
- Board Certification in Neurocritical Care or equivalent
- Current Advanced Cardiac Life Support (ACLS) certification
- Current Basic Life Support (BLS) certification
- Five (5) years of experience practicing Neurocritical care
- Five (5) years of previous administrative experience
- Prior experience leading the development of guidelines and protocols
- Prior leadership in the implementation of quality improvement processes

**Preferred Qualifications**

- NA

**Knowledge, Skills, Abilities and Other Characteristics**

- Knowledge of modern principles, practices and techniques of neurocritical care, equipment, instruments and materials used in procedures relating to the specialty
- Knowledge of QI guidelines and/or requirements
- Excellent verbal and written communication skills necessary to communicate with all levels of staff and a patient population composed of diverse cultures and age groups
- Strong customer service and empathy skills
- Ability to diagnose medical or surgical problems and to prescribe treatment for conditions arising within the fields of neurocritical care
- Ability to participate in the activities and educational programs appropriate to neurocritical care
- Ability to provide supervision and leadership to fellows and residents, attending physicians, nursing and other support staff within the division
- Ability to take initiative, work with or without direct supervision
- Ability to adhere to departmental policies and standards utilizing best practices incorporating the use of the electronic health record (EHR)



**Physical and Environmental Demands**

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

**The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.**

**For purposes of the American with Disabilities Act, “Typical Duties” are essential job functions.**