Interior Health

AU0600 – EXECUTIVE & NON CONTRACT POSITION TITLES

1.0   PURPOSE

To provide clarity and consistency on the use of position titles

2.0   DEFINITIONS

No definitions are required

3.0   POLICY

Position titles are intended to reflect the role, responsibility and accountability of the position described. Position titles are to be uniform throughout Interior Health to convey this information in an organized, consistent fashion.

3.1   Application

The following represents the appropriate choice of position title:

Note: Levels reflect reporting relationships.
         Levels are not used for compensation purposes.

Administration

Level	Position	Title(s)
1	Most Responsible Organization-Wide Position	President & Chief Executive Officer
2	Most Responsible Operations/Corporate Function Executive	Vice President (Portfolio Name)
3	Lead CIHS Management Lead Residential Management Lead Laboratory, Diagnostic Imaging, Pharmacy and Allied Health Management Lead Acute Management Lead Nursing & Professional Practice Lead Corporate Service Management	Regional Director (Portfolio Name) Executive Director Residential Services & ALC Management Strategies Regional Director (Portfolio Name) Executive Director Chief Nursing Officer & Professional Practice Lead Corporate Director (Portfolio Name)
4	*Senior Management position reporting to a Level 3 position* in: CIHS, Residential, Acute, Laboratory, or Diagnostic Imaging Network or Clinical Program Financial Stewardship Corporate Departments	 Health Service Administrator (Portfolio Name) Director (Portfolio Name) Controller

Policy Sponsor: Vice President, People and Clinical Services	1 of 2
Policy Steward: Director Human Resource Strategic Services	
Date Approved: March 2004	Date(s) Reviewed(r)/Revised(R): Oct 2007 (R): Nov 2012 (R) Apr 2013 (R)

Interior Health

	Administrative Policy Manual
	Code: AU Human Resources

		Director (Portfolio Name)
5	Management position reporting to a Level 4 position in a Tertiary Site	Health Service Director (Portfolio Name)
5 (a)	Management position reporting to a Level 5 position in Tertiary or a Level 4 position above	Manager or Leader (Department, Unit or Portfolio Name)
6	Supervisory position reporting to a Level 5 or 5 (a) position	Supervisor (Section or Sub-Section Name) Coordinator (Section or Sub- Section Name)
7	Professional / Technical	Consultant (Function Name) Business Partner (Function Name) Advisor (Function Name)
8	Administrative Support	Executive Assistant (Vice President Portfolio Name) Administrative Assistant (Department, Portfolio or Function Name) Service Partner (Department, Portfolio or Function Name)

Medical/Physicians

M2.	Medical Administration / IHA	Executive Medical Director (Program / Function) Senior Medical Director (IH Region) Senior Medical Health Officer Medical Director (Program / Network)
M3.	Medical Administration Public Health	Medical Director, (Program/Function) Medical Health Officer, (Program/ Function)
M4.	Medical Administration- Facility	Chief of Staff (Region) Chief of Staff (Site)
M5.	Clinical Department Administration Medical Services Projects – IHA	Department Head, (Department Name) Division Head, (Division Name) Clinical Lead, (Program/Project Name)

Policy Sponsor: Vice President, People and Clinical Services	2 of 2
Policy Steward: Director Human Resource Strategic Services	
Date Approved: March 2004	Date(s) Reviewed(r)/Revised(R): Oct 2007 (R): Nov 2012 (R) Apr 2013 (R)